

Village of Rockville Centre

INSTRUCTIONS FOR FILING COMPLAINT ON REAL PROPERTY ASSESSMENT - 2023

You may file a Tax Grievance complaint at 110 Maple Ave during the filing period of:

February 1, 2023 to February 21, 2023; at the Building Department, 110 Maple Avenue, 2nd floor.

The Tax Assessor's hours are 8:00 am to 4:00 pm Monday to Friday. The office will remain open until 3:00 pm on February 21, 2023 to accept complaint filings.

Instructions for filing and copies of the New York State forms are available on the Village website by visiting;

<https://www.rvcny.gov/tax-office/pages/tax-grievance>

<https://www.tax.ny.gov/pit/property/contest/completegriev.htm>

https://www.tax.ny.gov/pdf/current_forms/orpts/rp524_fill_in.pdf

Instructions are contained on Form RP-524-Ins.

https://www.tax.ny.gov/pdf/current_forms/orpts/rp524ins.pdf

Tax Certioraris,

If you are filing on behalf of multiple property owners, please separate the grievances into "Residential" and "Commercial" groups.

Please note that the New York State Equalization Rate is **1.16** and the Residential Assessment Ratio is **1.08**

Individuals, when filing electronically (on-line), kindly follow the corresponding instructions and be sure to print out 1 completed copy of the RP-524 form along with the Village generated confirmation page and keep for your records. Individuals filing in person should bring 3 **(one will be date stamped & returned to you)** copies to our office by February 21th 2023 at 3 PM.

The Board of Assessment Review will meet at Village Hall, One College Place, Rockville Centre, New York on February 21, 2023, and be adjourned to February 28, 2023 from 4pm to 8pm. If you have any additional information to present in regard to your Tax Grievance, you may do so at that time. If the information you submitted is complete and you have no additional information to provide to the Board, you are not obligated to appear.

Verify the Final Assessment Roll at 110 Maple Avenue on or after April 1, 2023 for any change in the tax roll.

If you are dissatisfied with the disposition of your complaint as reflected on the Final Assessment Roll, you can then proceed to file a tax certiorari petition or, in the case of one, two, or three-family owner occupied residences, a small claims assessment review (SCAR) petition, with the Nassau County Clerk, 240 Old Country Road, Mineola, New York, 11501, phone number (516) 571-2664 on or before May 1, 2023.